



**To:** Deborah Giles, Director, Equal Opportunity/Equity Assurance Department  
**From:** Jonathan Hawley, Purchasing Supervisor, Finance Department  
**Date:** October 28, 2015  
**Re:** Request for SDBE Compliance Review  
Bid No. 16-0012  
Term Contract for Sodium Hydroxide

The Water Management Department is purchasing Sodium Hydroxide (chemical) for the Brown and Williams Treat Plant through Univar USA, Inc.

Attached is the SDBE information for Univar USA, Inc. as submitted for the above referenced contract. Please review the information when you can and advise which firm(s) comply and do not comply with the SDBE requirements.

Thank you.

Additional information you should know: none

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Reply:

**To:** Jonathan Hawley, Purchasing Supervisor, Finance Department  
**From:** Deborah Giles, Director, Equal Opportunity/Equity Assurance Department

The Equal Opportunity/Equity Assurance Department has reviewed the SDBE information as submitted for the above referenced bid and find that the following firm(s) comply with the SDBE requirements:

The following firms **do not** comply with the SDBE requirements and should not receive consideration:

Date \_\_\_\_\_

\_\_\_\_\_  
Deborah Giles, Director  
Equal Opportunity/Equity Assurance Department